



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
FORESTER IV	37	B	1.812
FORESTER III	35	B	1.811
FORESTER II	33	B	1.813
FORESTER I	30	B	1.818

SERIES CONCEPT

Foresters perform professional duties in resource management and conservation, fire prevention and suppression, and related areas.

Plan, organize, manage and participate in forest harvesting and vegetative fuels reduction and management activities; evaluate forest health conditions that facilitate fuels build-up; propose forest harvest, fuels unloading and prescribed burning; determine revegetation requirements to promote erosion control, biodiversity and habitat enhancement; and reduce or retard the spread of wildland fires.

Provide natural resource educational information to the public regarding best management practices for forest health, landowner stewardship, defensible space, fuels reduction, and fire-safe landscapes; conduct community workshops and presentations; prepare publications and media reports; provide technical information and assistance to private landowners, civic organizations and governmental agencies and entities.

Administer, coordinate and oversee regional or specialized programs related to resource or fire management; plan projects and programs; prepare and maintain assigned budgets and statistical data concerning assigned programs; and write comprehensive reports, management plans and environmental assessments.

Enforce fire, timber harvest, and Nevada flora laws; issue citations and warnings as appropriate; revoke and amend harvest permits; investigate the cause and origin of wildland and structural fires, hazardous materials incidents and other emergencies.

Train, supervise, and evaluate the performance of personnel as assigned; organize, schedule, and conduct training activities in fire protection and resource management programs.

Provide technical expertise regarding fire and resource management; prepare and review forest resource plans for State and private lands; provide information and direction regarding the reclamation of damaged forest lands, and treatment of forest insect and disease infestations; prepare and oversee vegetative fuels management plans; review proposed projects and programs related to the protection, preservation and enhancement of State forest, range and watershed resources.

Establish and maintain cooperative working agreements and relationships with agencies and organizations involved in resource management, fire suppression and emergency services.

Perform related duties as assigned.

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CLASS CONCEPTS

Forester IV: Positions allocated to this class have responsibility for the fire or resource management program in an assigned geographic region which comprises approximately one third of the State. Incumbents supervise subordinate professional, technical and support staff that include at least three Battalion Chiefs and/or Conservation Camp Supervisors in their respective geographic region. Forester IV positions are distinguished from Forester III positions by full supervisory and managerial responsibility for fire or resource management staff, operations and activities in the region.

Positions assigned to the fire management program maintain equipment inventories; manage and administer various federal, State and county programs for fire suppression equipment, training, prevention and emergency medical services; track inventories and costs; write grant proposals for various programs for cost share dollars; and coordinate and participate in resource management programs.

Positions assigned to the resource management program manage conservation camps in their geographic region; prepare and review management plans to implement Forest Stewardship and Stewardship Incentives Programs; compile and complete quarterly and year-end reports to statewide coordinators for federal programs; assist public entities in the preparation of Urban and Community Forestry grant applications; promote State Nursery and Seedbank Programs; monitor forest insect and disease conditions; review applications for collection of critically endangered plant species; and prepare and distribute press releases, notices or publications.

Incumbents also assist the Forestry Regional Manager in developing and monitoring the regional budget, strategic planning for the region, drafting policies and procedures, and coordinating activities consistent with division, State and county policies and objectives.

Forester III: Positions allocated to this class have responsibility for the fire or resource management program in an assigned geographic region. Incumbents may function independently or supervise a small staff of subordinates and assist the Forestry Regional Manager in developing procedures and coordinating activities consistent with Division policies and objectives.

Forester II: Positions in this class implement specialized programs and projects related to fire or resource management such as the Forest Stewardship Program, forest insect and disease, or other assigned program. Incumbents operate independently, but within the structured guidelines of an assigned program. This is the journey level in the series.

Forester I: Positions in this class receive training in performing part of the duties described in the series concept. This is the trainee level class in the series.

MINIMUM QUALIFICATIONS

SPECIAL NOTES AND REQUIREMENTS:

- * Possession of a Nevada Class C driver's license is required at the time of appointment and for continuing employment.
- * Pursuant to NRS 284.4066, some positions in this class have been identified as affecting public safety. Persons offered employment in this class must first submit to a pre-employment screening test for controlled substances.

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MINIMUM QUALIFICATIONS (cont'd)

SPECIAL NOTES AND REQUIREMENTS: (cont'd)

- * Applicants may be required to pass a thorough medical examination and physical agility test prior to appointment and for continuing employment.
- * Applicants may be required to undergo a background investigation prior to being considered for employment.

FORESTER IV

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in forestry, fire science or closely related field, and three years of journey level professional experience in fire or natural resource management in areas such as forest health, fire suppression, forest insects and diseases, and vegetation management; **OR** two years of experience as a Forester III in Nevada State service; **OR** an equivalent combination of education and experience. (*See Special Notes and Requirements*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Detailed knowledge of: wildland and structural fire management; emergency medical services; forest harvest practices; forestry and fire law enforcement; appearance, habitat, characteristics and economic value of various types of vegetation; combustibility and fire retardant properties of various types of vegetation; budget preparation, allocation and management. **Working knowledge of:** State and division policies and procedures regarding budget and personnel management. **Ability to:** plan, organize and coordinate regional fire or resource management programs and projects; establish and maintain cooperative and effective working relationships with representatives of federal, State and local agencies; negotiate and administer contracts; identify and pursue external funding sources for fire management programs; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Detailed knowledge of: coordination of regional fire or resource management programs and projects; federal, State and local laws, regulations, policies and procedures as applied to forest and wildland fires; contract and grant administration. **Working knowledge of:** State personnel rules and regulations; division budget policies and procedures; State purchasing rules and practices. **Ability to:** train, supervise and evaluate the performance of assigned personnel including Battalion Chiefs or Conservation Camp Supervisors.

FORESTER III

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in forestry or closely related natural resources field and two years of journey level professional natural resource experience in areas such as forest health, forest insect and disease identification and treatment, and vegetation management at a level comparable to Forester II, Nursery Specialist II or Assistant Conservation Camp Supervisor, or two years of firefighting experience at a level comparable to Fire Captain in Nevada State service; **OR** two years of experience as a Forester II in Nevada State service; **OR** an equivalent combination of education and experience. (*See Special Notes and Requirements*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: appearance, habitat, characteristics and economic value of various types of vegetation; combustibility and fire retardant properties of various types of vegetation; wildland and structural fire management; forest harvest practices; forestry and fire law enforcement; financial and statistical record keeping techniques. **General knowledge of:** personnel management practices; budget

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MINIMUM QUALIFICATIONS (cont'd)

FORESTER III (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (cont'd)

preparation and administration. **Ability to:** plan, organize and coordinate the work of assigned personnel; promote fire and resource management services of the Division to the community; estimate time, materials, equipment and labor costs for completion of fire and resource management projects; plan and provide resource and fire protection education programs in the community; establish and maintain effective and cooperative working relationships with private citizens and representatives of governmental agencies; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
Working knowledge of: State purchasing rules and regulations. **Ability to:** evaluate the operational readiness and effectiveness of fire suppression personnel and equipment; provide, coordinate, and evaluate the training needs of assigned staff.

FORESTER II

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in forestry or closely related natural resources field and one year of professional natural resource experience in areas such as forest health, forest insect and disease identification and treatment, and vegetation management at a level comparable to Forester I, Nursery Specialist I or Conservation Crew Supervisor III, or one year of firefighting experience at a level comparable to Firefighter II in Nevada State service; **OR** one year of experience as a Forester I in Nevada State service; **OR** an equivalent combination of education and experience. *(See Special Notes and Requirements)*

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: principles and practices of vegetation management; forest harvest practices; forestry and fire law enforcement; forest insect and disease identification and treatment. **Ability to:** implement assigned resource management programs and projects in an assigned geographical area; plan, organize, and prioritize work; *and all knowledge, skills, and abilities required at the lower level.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
Working knowledge of: Policies, procedures, guidelines, and regulations related to an assigned program area; resource management practices and issues. **Ability to:** implement assigned resource management programs and projects in an assigned geographical area; and plan, organize and prioritize work.

FORESTER I

EDUCATION AND EXPERIENCE: Bachelor's degree from an accredited college or university in forestry or closely related natural resources field; **OR** an equivalent combination of education and experience which provided experience in conducting forest harvesting, vegetative fuels reduction, and enforcing forestry laws and regulations. *(See Special Notes and Requirements)*

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

General knowledge of: forest harvest practices; forestry and fire law enforcement; principles and practices of vegetation management; forest insect and disease identification and treatment; and fire management practices. **Ability to:** assist in implementing resource and fire management programs designed to protect lives, property, and resources.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
These are identical to the Entry Level Knowledge, Skills and Abilities for Forester II.

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This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

	<u>1.812</u>	<u>1.811</u>	<u>1.813</u>	<u>1.818</u>
ESTABLISHED:	1/7/99R 7/27/00UC	7/1/71	9/1/64	4/1/67
REVISED:			2/1/68	7/1/74
REVISED:		10/21/71	10/21/71	
REVISED:		8/27/76		
REVISED:			2/22/77	
REVISED:			5/19/79-3	
REVISED:		7/1/87-12P	7/1/87-12P	7/1/87-12P
		10/17/86PC	10/17/86PC	10/17/86PC
REVISED:		11/13/87-3	11/13/87-3	
REVISED:		7/6/90-3	7/6/90-3	7/6/90-3
REVISED:		8/31/92PC	8/31/92PC	8/31/92PC
REVISED:		7/1/97P	7/1/97P	7/1/97P
		6/4/96PC	6/4/96PC	6/4/96PC
REVISED:		3/18/98UC	3/18/98UC	3/18/98UC